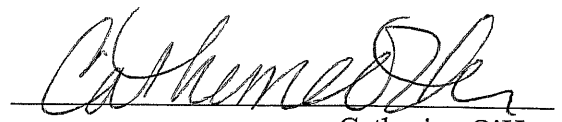


**James Kennedy Public Library
Board of Trustees
Minutes of the September 17, 2019 Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, September 17, 2019, in the program room. Present: Mike Mullis, Mary Jane Meade, Karen Kramer, Catherine O'Hea, Sue Engelbrecht, Karen Tieskoetter, Director Shirley Vonderhaar, and City Council Liaison Tom Westhoff. Absent: Angela English, Patrick Valant, and Joe Petsche.

1. President Mary Jane Meade called the meeting to order at 7:00 P.M.
2. Agenda: Engelbrecht MOVED "approval of the Agenda" which motion was seconded by Mullis and CARRIED. Ayes: Mullis, Meade, Kramer, O'Hea, Engelbrecht, and Tieskoetter. Nays: None.
3. Agenda Consent Calendar
 - Correspondence & Communication
 - Thank you from Dawn Schrandt to the Board.
 - Invitation from the Dyersville Area Community Foundation to attend the Annual Awards Reception
 - Minutes of Previous Meeting: August 13, 2019 special and regular meetings.
 - August Librarian's Report
 - Bills:
 - August Claims Report
 - Library Claims for September
 - August & September Credit Card Claims
 - Budget Reports
 - August City Report
 - August Library Report
 - Trust Account Reports
 - August Bank Statements
 - August Balance Report
 - Trust Account Expenditure Report
 - August Donations Form
 - Coloring Book Fundraiser - \$25.00
 - Candy / Snack Sales - \$84.00
 - History Books & Coins - \$20.00
 - Freezer Pop Sales at DTFN - \$26.00
 - TACKL at DTFN - \$14.00
 - Dairy Queen Fundraiser - \$371.42
 - Mary O'Connell - \$100.00
 - Program Reports
 - August Report on Programs and Attendance
 - Children's Summer Library Program Report

- Teen's Summer Library Program Report
 - September Calendar of Events
 - Schedule for upcoming programs.
 - Grant Report
 - Awarded a \$500.00 grant for the Teen Space @ Your Library project from Dyersville Area Community Foundation 2019.
 - Awarded a \$10,000.00 grant for a Library of Things through the Library Services and Technology Grant/State Library of Iowa 2019.
 - Friends of the Library Report – Bus trip is sold out.
4. Committee Appointments: Mary Jane shared committee appoints for FY20.
 5. Schedule for attendance of City Council Meetings: Mary Jane shared schedule for FY20.
 6. Update and possible action on library computer issues
 - Received an invoice from Robert Eick for his time spent resolving computer issues. Will seek recommendation from the City Administer on whether to submit an insurance claim.
 7. Executive Committee Report – None
 8. Finance Committee Report – None
 9. Fundraising Committee Report: Wreath-it-Up Event began September 3rd.
 10. Furnishing, Art & Facilities Committee Report – None
 11. Marketing Committee Report: Schedule set for 60th Anniversary event on October 5th.
 12. Personnel Committee Report: None
 13. Policy Committee Report: None
 14. Strategic Planning Report: None
 15. Meetings and Training
 - State Library Learning Circuit October 14-17.
 - Shirley attended the ARSL Conference in Vermont from September 4-8.
 - State Library of Iowa offered new website training for anticipated update.
 16. Oral Presentations: None
 17. Karen Kramer made motion to adjourn and seconded by Karen Tieskoetter. Meeting adjourned at 7:47 P.M.


Catherine O'Hea